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**TO: Economic Support Supervisors
Economic Support Lead Workers
Training Staff
Child Care Coordinators
W-2 Agencies
Workforce Development Boards
Job Center Leads and Managers**

**FROM: Amy Mendel-Clemens
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BHCE/BWP OPERATIONS MEMO

No: 04-47

DATE: 09/30/2004

FS	<input type="checkbox"/>	MA	<input checked="" type="checkbox"/>	SC	<input type="checkbox"/>
CTS	<input type="checkbox"/>	CC	<input type="checkbox"/>	W-2	<input type="checkbox"/>
FSET	<input type="checkbox"/>	EA	<input type="checkbox"/>	CF	<input type="checkbox"/>
JAL	<input type="checkbox"/>	JC	<input type="checkbox"/>	RAP	<input type="checkbox"/>
WIA	<input type="checkbox"/>	WtW	<input type="checkbox"/>		
Other	EP	<input type="checkbox"/>	★		

PRIORITY: HIGH

SUBJECT: Children's Long Term Support Waivers

CROSS REFERENCE: MEHB 5.9

EFFECTIVE DATE: Immediately

PURPOSE

This memo outlines how to process Children's Long Term Support (CLTS) waiver cases. The CLTS waivers mentioned in this memo went into effect on January 1, 2004. If you are aware of any cases that were referred to you by a case manager and denied Medicaid eligibility since January 1, 2004, you should re-determine eligibility using the procedures described in this memo.

BACKGROUND

Three CLTS waiver programs, administered by the Division of Disability and Elder Services, are differentiated primarily by the target population they serve. Provided the children meet functional and financial eligibility criteria, these waiver programs serve children with:

- Developmental Disabilities,
- Physical Disabilities, and
- Mental Health Disabilities.

POLICY

Children who apply for Medicaid (MA) under one of the three new CLTS waiver programs will have their eligibility determined in CARES as if it were a Community Integration Program (CIP IB) waiver case. All of the MA eligibility requirements for the CLTS waivers are identical to CIP IB eligibility requirements except that some children will not need to have a disability determination in order to qualify for MA under the CLTS waiver.

CLTS waiver children who are on a county funded waiver slot will still go through a level of care determination process (completed by the case manager), but they will not need a disability determination done by the Disability Determination Bureau (DDB) in order to qualify for the MA waiver.

Children who are on a state funded slot, however, must be disabled, as certified by DDB, in addition to meeting level of care requirements. The Economic Support (ES) worker will initiate the disability determination process for these children just like they would for anyone else whose MA eligibility was dependent upon being found disabled.

For these CLTS waiver programs, the case manager will be required to inform the ES worker about the necessity of pursuing a disability determination for each and every child. The case manager should provide a written statement to the ES worker, attesting to the fact that a child being considered for a CLTS waiver is:

- Required to have a disability determination because that particular waiver slot is state funded, or,
- Exempt from needing a disability determination because the waiver slot is county funded.

CARES PROCESSING

Until CARES can be reprogrammed to identify these specific CLTS waiver programs, determine MA eligibility using waiver logic and the proper Med Stat code. These cases should be entered into CARES screen ANCW as if they were a CIP IB waiver case.

CARES WORK AROUND

Since CARES is currently programmed to require a disability certification for all children participating in a community waiver program, a CARES work-around will be necessary for children who are requesting a county funded CLTS waiver slot.

1. On ANDI, answer 'Y' to the question 'HAS INDIVIDUAL BEEN ESTABLISHED DISABLED BY DDB?'. Use the "community waiver program start date", provided by the case manager, for the following fields:
 - "DATE SENT TO DDB",
 - "ONSET DATE", and
 - "DATE RECD FROM DDB"
2. Enter CIP IB information on ANCW.
3. Document on CMCC (case comments) the use of this work around.

CONTACTS

BHCE CARES Information & Problem Resolution Center

★Program Categories – FS – Food Stamps, MA – Medicaid, SC – Senior Care, CTS – Caretaker Supplement, CC – Child Care, W-2 – Wisconsin Works, FSET – Food Stamp Employment and Training, CF – Children First, EA – Emergency Assistance, JAL – Job Access Loan, JC - Job Center Programs, RAP – Refugee Assistance Program, WtW – Welfare to Work, WIA – Workforce Investment Act, Other EP – Other Employment Programs.